

## **Job Posting**

**Position:** Caswell Co. Sheriff's Office Detention Officer (Full Time)

**Date:** July 1, 2012 – July 31, 2012

### **Features and Responsibilities:**

Under general supervision, the purpose of the position is to provide security services for the County Detention Center. Employees in this classification perform detention facility duties to in-take, process, monitor, feed and transport inmates for the purpose of ensuring their safety and security while incarcerated in the Caswell County Detention Center.

### **Knowledge, Skills and Abilities**

Applicants must have thorough knowledge of the methods, procedures and policies of Caswell County as such pertain to the performance of the essential duties of a Detention Officer. Applicant will have a working knowledge of the court processes such as release orders, judicial commitments, etc. Has thorough knowledge of principles and practices of monitoring and securing inmates to include responding to altercations, escorting, maintaining records; and maintaining orderly conduct. Has thorough knowledge of the laws, ordinances, standards, and regulations pertaining to the essential duties and responsibilities of the position such as knowledge of constitutional rights of prisoner, laws of arrest, search and seizure. Has a working knowledge of the organization of the department, and of related departments and agencies. Clearly understands the occupational hazards and safety precautions required to perform the essential functions of the work. Has working knowledge of terminology and related professional languages used within the department as such pertains to work responsibilities. Knows how to maintain cooperative and effective relationships with interdepartmental personnel, as well as any external entities with whom position interacts.

### **Minimum Experience and Requirements**

Applicant must meet all current basic employment requirements by the County of Caswell. Applicant must be a graduate from an accredited high school, some experience in working with the public, meet minimum physical standards by the North Carolina Sheriff's Education and Training Standards, and be willing to complete an employment background investigation set forth by the Caswell Co. Sheriff's Officer and the North Carolina Sheriff's Education and Training Standards Commission (NC General Statutes Chapter 17E). Upon conditional hire applicants must complete a North Carolina Basic Detention Officers Training. Training materials, uniforms, and transportation will be provided.

### **Salary**

\$25,800 upon completion of North Carolina Basic Detention Officers Training and Field Training.

Applications may be obtained from the Caswell County Sheriff's Office located at 314 North Ave. Yanceyville, N.C. or by visiting <http://www.caswellcountync.gov/employment.htm>. Please submit applications to the Caswell County Sheriff's Office Attention Lieutenant Michael Adkins.